

Minutes of the Meeting of Elvetham Heath Parish Council
Held at The Key Centre Elvetham Heath
Monday 16th July 2018 at 7.30pm

PRESENT

Cllr Marilyn Robson (MR)		Elvetham Heath PC (EHPC)
Cllr Nicky Bond (NB)		Elvetham Heath PC
Cllr Martyn O'Donoghue (MO)		Elvetham Heath PC
Cllr Candice Walmsley (CW)		Elvetham Heath PC
Cllr Claire Brooks-McGoldrick (CB)		Elvetham Heath PC
Cllr Gordon Smith (GS)		Elvetham Heath PC
Jan Hyatt (JH)	Exec Officer	Elvetham Heath PC

Also Present

Patricia Hughes (PH)	Joint Chief Exec	Hart District Council (HDC)
Cllr Adrian Collett (AC)		Hampshire County Council (HCC)

53/18	<p>Apologies for Absence Apologies had been received from Cllr Nick White who was held up at work.</p> <p>Resolved: to accept the apologies.</p> <p>District Cllrs Delaney, Kinnell & Forster had also sent apologies which were noted.</p>
54/18	<p>Approval of the Minutes The minutes of the meeting of 18th June 2018 (nos.42/18 - 52/18) were confirmed as an accurate record and signed by the Chairman.</p> <p>The minutes and recommendations of the following committee were received and accepted:</p> <ul style="list-style-type: none"> • Planning Committee – 18th June 2018: 13/18 – 18/18
55/18	<p>Declarations of Interest & associated dispensations None.</p>
56/18	<p>Public Session None.</p>
57/18	<p>Police report Members of the local neighbourhood team were unable to attend the meeting but had sent a crime report for June. It was noted that many of the crimes reported related to Morrison's supermarket. There</p>

	<p>has also been issues with youngsters in cars and on mopeds speeding through the estate and causing a nuisance.</p>
58/18	<p>Key Centre Doors and Windows</p> <p>It had been reported previously that the doors to the Village Green Entrance were in poor condition. The windows and doors to the extension (built in 2011) were not replaced with those in the main part of the building in 2016. The doors now require urgent replacement as they cannot be repaired any further and are not very secure. The work needs to be carried out in the school holidays.</p> <p>Hart Windows & Glazing Ltd, who won the original contract, have been asked to quote for replacing the doors and windows to the entrance area to match the rest of the building. The doors and the windows next to them can be replaced in the summer holidays but the additional 3 windows cannot be manufactured in time.</p> <p>The cost of the doors & adjoining windows is £3.675. The extension to the entry system and additional windows will increase the total cost.</p> <p>Resolved: to accept the quotation for the doors and agree to replace the other windows & add the entry system up to a total cost of £6,500 +VAT.</p>
59/18	<p>Staffing</p> <p>Cleaning & Caretaking: the contract with CH Cleaning Services comes to an end on 31 August. There have been some issues over the last few months, particularly with the caretaking but options are limited as finding contractors proved difficult last year. An option would be to bring both services in-house. Whilst looking to recruit, the current contract could be extended on a rolling monthly basis.</p> <p>Resolved:</p> <ul style="list-style-type: none"> • to look to recruit a caretaker and a cleaner at hourly rates between £8-£10. • If necessary to extend the existing contract on a rolling basis. <p>Communications Officer: despite several expressions of interest when the vacancy was first mentioned in the summer newsletter, no applications were received once the vacancy was advertised.</p> <p>Resolved: to re-advertise the vacancy on a wider basis throughout August.</p>
60/18	<p>Monthly Financial Review</p> <ul style="list-style-type: none"> • The management accounts & financial reports for June were reviewed and accepted • The schedule of debtors for June was reviewed. • The Executive officer presented the schedule of payments for July as attached. These were reviewed and signed.
61/18	<p>Chairman's Report and Announcements</p> <p>MR reported the following:</p> <ul style="list-style-type: none"> • The concert on Saturday 14th July was a huge success. Special thanks should go to Suzanne Pepper, the Events & Services Manager, who organised it and to all those who helped out with the set-up and on the day.

	<ul style="list-style-type: none"> • She attended the British Legion poppy appeal garden party where long service awards were presented • She attended the Hart District Association of Parish & Town Council AGM with JH. • Following the success of the summer events, she suggested forming an Events Working Party. <i>This was agreed, and possible dates will be circulated.</i>
62/18	<p>Councillor Reports</p> <ul style="list-style-type: none"> • Cllr Brooks-McGoldrick <ul style="list-style-type: none"> ○ Nothing to report ○ As has previously had links to Persimmon, will contact them about the continued delays with the adoption of the roads. • Cllr O'Donoghue <ul style="list-style-type: none"> ○ Attended the concert & thought it was excellent. • Cllr Walmsley <ul style="list-style-type: none"> ○ Concerned about a silver birch tree near the Ancells Farm end of EH Way which is leaning badly. <i>JH will investigate</i> • Cllr Smith <ul style="list-style-type: none"> ○ Has heard that the family of the child who was injured at the swing boat ride at the fete are suing the company. ○ Attended and enjoyed the concert. • Cllr Bond <ul style="list-style-type: none"> ○ Attended the concert • Patricia Hughes - HDC <ul style="list-style-type: none"> ○ HDC Local plan has been submitted and the examiner, who is an unknown quantity, has been selected. ○ Pale Lane appeal inquiry is likely to be heard in October. ○ The Hart monthly Parish Link publication has been revamped to make it more useful. Please send any feedback. It includes details of a cybersecurity course being run in the autumn to which parishes are invited. • County Cllr Collett <ul style="list-style-type: none"> ○ Any issues with highways are best reported through the HCC website (www.hants.gov.uk/roads) ○ Following the Residents' Evening, has been pursuing the idea of re-routing the Morrison's delivery lorries. HCC has discounted 2 of the possible 4 other routes but the route using Rotten Green Lane & Pale Lane, and one using Fleet Services are still being investigated although they are not high priority. ○ Sadly, despite all the savings made this year, HCC will have to find a further £80 million of savings going forward. ○ PH added that Hart District Council will go into a negative government grant next year and government is considering stopping the new homes bonus which currently provides 20% of HDC revenue.
63/18	<p>Officer Report</p> <p>JH highlighted the following from her written report:</p> <ul style="list-style-type: none"> • The replacement of the space net in the Key play area has been delayed due to a manufacturing delay. It is hoped that the replacement will be installed later this week. • Fish and Chip van – there has again been evidence of waste being put in the car park drainage gully and VPS have reported more issues with waste oil & batter in the litter bins. HDC Environmental Health has been informed. • A stand-pipe was installed at the allotments but does not work as there is

	<p>insufficient water pressure.</p> <ul style="list-style-type: none"> Morrisons' trollies – the chains put around the bandstand in the car park, to deter trollies being left there, have been vandalised. They will be repaired/replaced, and signs will be erected. JH will also contact Morrisons via Twitter.
54/17	<p>Date of next meeting The next meeting is scheduled for Monday 17 September 2018.</p>

There being no further business the meeting closed at 8.40pm

Signed.....

Date.....

Payee	Invoice Ref	Invoice Date	Description	Payment Date	Net Amount	VAT	Total	Payment Ref
Internet Payments								
Total Employment Costs			July Payroll	19-Jul	4,788.29		4,788.29	BP
Technivents	246	14/07/2018	Balance for com=ncert staging & equipt	22-Jun	1,988.00		1,988.00	BP
Fleet Division Guiding		22/06/2018	Grant	22-Jun	200.00		200.00	BP
Simmons Creperie		21/06/2018	Refund for overpayment re fete	22-Jun	40.00		40.00	BP
Initial Washroom Hygiene	32756684	08/06/2018	2nd qtr hygiene services	01-Jul	70.85	14.17	85.02	BP
All Events Marquees	30/05/1908	10/07/2018	Balance for concert	11-Jul	381.75	76.35	458.10	BP
Signs Express	4038	22/05/2018	Tennis court sign	11-Jul	29.40	5.88	35.28	BP
Hirer		07/07/2018	refund booking deposit	11-Jul	200.00		200.00	BP
St John Ambulance	SP18010224	03/07/2018	Cover for concert	11-Jul	115.00	23.00	138.00	BP
J Hyatt		10/07/2018	Expenses - incl book, stationery & concert	19-Jul	231.77		231.77	BP
S Pepper		10/07/2018	Expenses - re fete, market & concert	19-Jul	304.03	36.15	340.18	BP
HCC	8083176/4337	16/06/2018	Stationery	19-Jul	17.86	3.57	21.43	BP
HCC	58086182	09/07/2018	Janitorial supplies	19-Jul	7.94	1.59	9.53	BP
BCC Ltd	23/07/1974	21/06/2018	commercial bin clean	19-Jul	17.50	3.50	21.00	BP
SMS Environmental Ltd	95562	26/06/2018	Water testing	19-Jul	96.00	19.20	115.20	BP
Online Playgrounds	SIN026277	26/06/2018	Play area supplies - rope	19-Jul	29.10	5.82	34.92	BP
Disconsulting Ltd	13079	26/06/2018	IT Support - June	19-Jul	136.99	27.40	164.39	BP
W C Baker & Son	1604	30/06/2018	hardware supplies	19-Jul	16.39	3.28	19.67	BP
Sixth Sense Marketing Ltd	979	28/06/2018	Comms & marketing service - June	19-Jul	414.00	82.80	496.80	BP
C&S Banners Ltd	CSL13543	09/07/2018	2 x concert banners	19-Jul	48.00	9.60	57.60	BP
Garden Creations/D Mason	TheKey13	05/07/2018	Key Centre garden maintenance	19-Jul	47.50		47.50	BP
CH Cleaning Services	810	30/06/2018	Caretaking, cleaning & windows - June	19-Jul	2,095.75	419.15	2,514.90	BP
VPS Grounds Services	SMLT-008693	30/06/2018	Grounds maintenance & litter - june	19-Jul	6,146.90	1,229.38	7,376.28	BP
Lenthall Landscapes	EHPC04	17/07/2018	weekly play area checks April-June	19-Jul	560.00		560.00	BP
Pegasus Building Services		17/07/2018	Deposit for replacement doors	19-Jul	833.33	166.67	1,000.00	BP
Banner Group Ltd	29/12/8163	13/07/2018	Printer cartridges	24-Jul	229.98	46.00	275.98	BP
Cheque Payments								
Hirer		30/06/2018	Refund of booking deposit	03-Jul	200.00		200.00	100420
Hirer		30/06/2018	Compensation for party	03-Jul	35.00		35.00	100421
C Goodburn	654	16/06/2018	PA services for fete	19-Jul	200.00		200.00	100422
Direct Debit Payments								
Gocardless/Orange Pixel		01/07/2018	Web hosting & support - July	01-Jul	37.00	7.40	44.40	DDR
Milk & More		26/06/2018	Office milk - June	01-Jul	7.80		7.80	DDR
Intouch Communications	8120141	30/06/2018	Telephone & Broadband - June	15-Jul	84.56	16.91	101.47	DDR
SSE Swalec		03/07/2018	Cycle path electricity - June	20-Jul	25.40	1.26	26.66	DDR
British Gas	974311172	04/07/2018	Courts/Key electricity 1st qtr	23-Jul	820.55	164.10	984.65	DDR
Water Choice	20	30/06/2018	Key Centre Water Feb-July	23-Jul	270.31		270.31	DDR
Water Choice	12	30/06/2018	Allotment Water Feb - July	23-Jul	118.59		118.59	DDR
Engie	1-00116971	11/07/2018	Key Centre Gas - June	27-Jun	104.72	5.24	109.96	DDR
Veolia Ltd	8801117023	30/06/2018	Refuse collection - June	28-Jun	148.22	29.64	177.86	DDR
TOTAL					21,098.48	2,398.06	23,496.54	